

Policy Statement

Terra State Community College (TSCC) students with veteran eligibility through the Department of Veteran Affairs (VA) may be certified to receive VA educational benefits.

Policy Details

TSCC is proud to provide service to veterans and their dependents who are eligible for Veterans Education Benefits under many GI Bill® options as well as some that may not be listed here.

- **Chapter 30: [Montgomery GI Bill](#)** - active duty and veterans; not transferable to dependents
- **Chapter 31: [Veteran Readiness and Employment \(VR&E\)](#)** - veterans who have at least a 20% disability rating are eligible to apply
- **Chapter 33: [Post-9/11 GI Bill](#)** - active duty and veterans. Benefit may be [transferred to qualifying dependents](#), with restrictions
- **Chapter 35: [Survivors' and Dependents' Educational Assistance](#)** - for spouses/children of 100% services-connected disabled veterans or veterans who died in service
- **Chapter 1606: [Montgomery GI Bill Selected Reserve](#)** - National Guard and Reserves who have completed initial Active Duty for training and 190 days of service in Selected Reserves

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA).

General questions may be sent to VeteransCenter@terra.edu and will be addressed by one of TSCC's School Certifying Officials (SCOs).

Change of Program/Objective

Veterans who have used VA benefits in the past and have entitlement remaining may change their original objective or program of study by completing the Request for Change of Program or Place of Training (VA Form 22-1995) online at <https://www.va.gov/education/>.

- Students should notify the SCO immediately and contact recordsdept@terra.edu to officially change their program at TSCC.
- Although most TSCC degrees and certificates are eligible, some programs are not eligible for VA benefits. Students should check the program for which they wish to switch at <https://inquiry.vba.va.gov/>.

Change of Course Schedule

Veterans who wish to change their course schedules during the term should meet with their Academic Advisor to understand the options available and consequences that will occur with their VA benefits.

Students actively using their VA education benefits will have a "VA Hold" placed on their account. This is not a putative hold. It is used to notify the SCO of students who need to be certified, and to keep changes from being made without notice to the SCO. TSCC advisors and SCOs can remove this hold upon request. The VA requires TSCC notify them no later than 30 days after a change is made to a student's record.

Re-enrollment

Veterans who wish to enroll for classes following a complete withdrawal or lapse in enrollment should reapply to TSCC and meet with an Academic Advisor so the correct classes may be registered based on their degree and proper certification can be made by the SCO.

Responsibilities of Veteran Students

Veteran students should be sure to:

1. Consult their Degree Audit, or an Academic Advisor each semester and enroll in courses meeting the curriculum requirements of the program of study.
2. Attend classes regularly and complete course requirements satisfactorily to continue receiving VA benefits.
3. Notify the School Certifying Official when they want to:
 - Add classes
 - Drop or withdraw from classes
 - Stop attending classes
 - Change name, address and/or telephone number
 - Change educational major
 - Have any concerns or questions about benefits

Credit for Military Training

Terra State Community College recognizes the value of military training and experience and accepts the American Council on Education (ACE) recommendations for credit. There is no charge for the evaluation of military experience credits. In order to receive credit for military training, a Veteran must request an official transcript be sent to the College's Records Office.

- Transcripts from the Army, Coast Guard, Marine Corps, and Navy are available at jst@doded.mil.
- Air Force transcripts are available at www.au.af.mil/au/ccaf/transcripts.

Veteran Credit Hour Payment Status

Credit Hours Per Term	VA Payment Status
12 or More	Full-time
9-11	Three-quarter-time
6-8	Half-time
5 or less	Less-than-half-time

Procedures

How to Apply for Benefits

Veterans or eligible dependents wishing to enroll should:

1. Identify on your Terra application as a veteran or eligible dependent.
2. Complete the VA Application Form for Education Benefits. The VA application form is available online at benefits.va.gov/gibill/. This form should be completed, and submitted, to the VA as early as possible before the start of the enrollment period.
3. Provide a copy of the following to the SCO
 - COE (Certificate of Eligibility) or NOBE (Notice of Basic Eligibility) – Received from completing step 2 above.
 - Veteran's DD214 (Authorization for Separation from Active Duty)
4. Meet with an Academic Advisor to register for courses meeting the curriculum requirements in the student's program of study.

Every term, the Veterans Resource Center reviews and certifies each veteran identified as receiving benefits for the number of credit hours taken.

Resources

ACE: <https://www.acenet.edu/Programs-Services/Pages/Credit-Transcripts/Military-Guide-Online.aspx>

Documentation

NA

Definitions

Term Definition

<i>COE</i>	Certificate of Eligibility - certifies that you are entitled to benefits for an approved program of education or training. Most GI Bill Benefits
<i>DD214</i>	The report of separation form issued by the Department of Defense, Certificate of Release or Discharge from Active Duty. "aka the Golden Ticket"
<i>Eligible Dependent</i>	A spouse, surviving spouse, child, or dependent parent of a person who served in the active military. This is a VA decision, and TSCC does not have any influence over who is designated a dependent.
<i>NOBE</i>	Notice of Basic Eligibility - certifies a student is entitled to benefits for an approved program of education or training. Montgomery GI Bill--Selected Reserve (MGIB-SR)

Approval History

<i>Date</i>	<i>Policy/Procedure or Entire Document</i>	<i>Notes (Types of Actions)</i>	<i>**Approved by</i>
5/24/2006	Entire Document	New	
4-11-2023	Entire Document	Update	Eric Steinberger
4-20-2023	Entire Document	Update/Transferred to new template	Cory Stine, CASA Co-Chair

**Full name of CASA Committee Chair, signatory, or designee

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